

INDIANA DEPARTMENT OF TRANSPORTATION

INTER-DEPARTMENT COMMUNICATION  
Standards Section -- Room N642

May 26, 1999

DESIGN MEMORANDUM No. 99-11  
TECHNICAL ADVISORY

TO: All Design, Operations, and District Personnel, and Consultants

FROM: /s/ **Richard L. VanCleave**  
Richard L. VanCleave  
Design Policy Engineer  
Technical Services Division

SUBJECT: Inclusion of Subsurface Investigation Summary in Contract Document File

EFFECTIVE: For Projects With Lettings On Or After November 1, 1999

A Geotechnical Evaluation Report is prepared for most projects. This report advises the designer and the contractor of soils conditions within the project limits and may alert the contractor to unique conditions or situations that should receive special attention.

Recurring Special Provision 104-C-139 advises the contractor that a geotechnical evaluation for the contract is available for review and/or purchase from the Contract Services Section. However, the report is often not reviewed by the contractor for a variety of reasons. In order to minimize or prevent future geotechnical related problems that might be encountered in the contract by the contractor and/or INDOT, a copy of the geotechnical evaluation report summary should be included in the contract proposal documents. In-house reports prepared by INDOT's Geotechnical Section, excluding boring logs, drawings and test data, should be included in their entirety in the contract documents because the report's text is generally very brief (only a few pages).

The designer should place a good paper copy of the geotechnical report (INDOT prepared) or a geotechnical report summary into the contract document file as presently done for the environmental permits.

The existing Recurring Special Provision, 104-C-139, will continue to be a part of the contract documents to inform the contractor that they can obtain a copy of the full report, if desired.